



The County Of

Butte

Is Seeking A

Labor Relations

And Benefits Manager

UNIQUE OPPORTUNITY

This is an exceptional opportunity to lead the employer-employee relations and benefits program of a dynamic California public agency.

ABOUT BUTTE COUNTY

Butte County is situated on the east side of Northern California's Sacramento Valley and covers 1,640 square miles between the Sacramento River to the west and the Sierra Nevada Mountains to the east. This "Land of Natural Wealth and Beauty" was founded on February 18, 1850 and is one of California's original counties. Its name is derived from the Marysville or Sutter Buttes, which lay within the boundaries of the County when it was created. Butte County is home to a growing population of 210,500 people who live in the incorporated cities of Biggs, Chico, Gridley, Oroville (the county seat), and the Town of Paradise. The County offers an ideal economic atmosphere with inexpensive land, a highly educated labor force and a lower than average cost of living.

Butte County has a variety of opportunities for cultural enrichment, recreation, and relaxation in a non-congested, rural environment. Bidwell Park, in Chico, is the third-largest city park in the world extending 12 miles along Big Chico Creek. Lake Oroville and the Sierra Nevada Mountains also provide a wide array of recreational activities. Educational and cultural activities are available through California State University, Chico with



an enrollment of more than 15,000 students. In addition, Butte County is less than an hour and a half drive to Sacramento and only three hours from the San Francisco Bay Area.

Recreational Activities

In Butte County, there is something for everyone. Recreational opportunities include water sports of all types on crystal lakes dotting the County's landscape. Whitewater rafting and canoeing are available in the canyons of the area's numerous rivers. Anglers can try their luck casting for trophy trout and bass. Additionally, equestrian and mountain biking trails run for hundreds of miles with countless square miles of wilderness making for wonderful backpacking excursions. Portions of the Lassen and Plumas National Forests fall within the County boundaries. There is literally no end to the beauty of the area's natural offerings and few places in the nation have the variety or quality of scenery and activities found here.

COUNTY GOVERNMENT

Butte County is a Charter County with an FY 04-05 budget of \$318 million and approximately 2,150 full-time employees. It has a proud tradition of being a stable local government bolstered by a forward-looking Board of Supervisors who are elected for four-year terms on an alternating basis. In addition to the Board of Supervisors, the following officials are directly elected:

- Assessor
- Tax Collector – Treasurer
- Auditor – Controller
- Sheriff – Coroner
- District Attorney
- Clerk – Recorder

County Departments whose Directors report to the Chief Administrative Officer but are appointed by the Board of Supervisors include: Agricultural Commissioner/Sealer of Weights and Measures; Employment



and Social Services; Child Support Services; Behavioral Health; Development Services; Information Systems; Library; Human Resources; Public Works; Public Health; Water and Resource Conservation.

The California Department of Forestry and Fire Protection provides fire services for unincorporated areas, and the Farm and Home Advisor is an extension program of the University of California.

Butte County's elected and appointed officials and employees are committed to providing service, with dignity and respect, which promote an optimal quality of life for all County residents.

BUTTE COUNTY'S VISION:

- To ensure basic health, safety, and protection of people.
- To facilitate commerce and trade.
- To resolve issues in an honest, consistent, and unbiased manner.
- To provide service that is efficient, cost effective, and prompt, utilizing both public and private means.
- To make public records readily accessible for information and education.

HUMAN RESOURCES DEPARTMENT

The Butte County Human Resources Department is comprised of four Human Resources Analysts, three Human Resources Specialists, two Office Support Specialists, an Administrative Assistant, the Assistant Director and the Human Resources

Director. The Labor Relations and Benefits Manager is a newly created position for the Department.

The Department provides both generalized and specialized services in recruitment, labor relations, and civil rights compliance by a team of cohesive and creative individuals who are customer service oriented.

DEPARTMENT OF HUMAN RESOURCES MISSION STATEMENT

To provide County employees and County departments with strategic human resource services that are professional, timely, and reliable

THE POSITION

The Labor Relations and Benefits Manager is a new position. Reporting to the Human Resources Director, the new Manager will work with the Director in formulating a creative approach to developing and implementing labor relations programs for the County. While the specific duties for this position will evolve over time, the new Manager will be expected to address the following departmental priorities:

- This is a brand new position created by the County. This is a wonderful opportunity for the new Manager to work with the Director in creating this function for Butte County with a progressive, innovative approach in an organization that has taken great strides toward positive change.
- Butte County employees are represented by four unions with nine bargaining units. The County has worked on developing and maintaining productive communication with representatives of its various employee organizations. While this approach to regular contact, open discussion and problem solving has helped the County achieve effective changes in response to a variety of

difficult issues for the County and its employees, the new Labor Relations and Benefits Manager must work to maintain and enhance these lines of communication. The new Manager will be working in a strong union environment, and must be sensitive to those he/she is interacting with while preserving management's prerogative and aspiring for increased stability (long-term contracts).

- As with other public agencies today, California's budget deficit and a difficult economy have put the County under considerable financial pressure to maintain service levels. The Manager will assist in efforts to help the County adjust to the changing situation and to make the best uses of available County resources.
- The County is just completing the classification portion of a classification and compensation study. The new Manager will assist in implementing this phase of the study while helping restructure the County's approach to compensation to make it both affordable and competitive with similar counties in California.
- It will be of paramount importance for the new Manager to effectively coordinate the County's benefit program with the payroll department of the County Auditor's Office in order to streamline administration of the overall benefits package. The new Labor Relations and Benefits Manager will be tasked with identifying possible alternatives to the current health plan that will essentially mirror the current level of benefits but prove to be more cost effective for the County.
- Succession planning is a top priority for the County. The new Manager will play an integral role in formulating a plan to adequately prepare/train the future labor force of Butte County.

THE IDEAL CANDIDATE

The ideal candidate will be a seasoned labor relations manager with significant experience in public sector organizations, who brings substantial leadership, interpersonal, problem solving, and communication skills. The successful candidate will have an extensive record of successful employee-employer relations, integrity, and the ability to work effectively with a broad range of County officials, managers and employee representatives. Broad human resources experience is desirable. California experience is expected. This energetic, visionary and inspirational leader will bring creativity and innovative ideas, along with an open and inclusive personal style to collaboratively meet the human resource challenges of a large and dynamic organization.

Experience: At least five years of journey level experience in a personnel, human resources, or labor relations setting; minimum three years in labor relations. The successful candidate will have hands-on experience in benefits administration, and a working knowledge or training in interest-based negotiations. Supervisory experience is not mandatory, but will be considered favorably.

Education: A Bachelor's degree in public or business administration, employee relations, human resources, industrial psychology or related field is expected. A Master's degree is desirable.



Leadership Style and Personal Characteristics

County officials are searching for a Manager with the following additional leadership and personal characteristics:

- Possesses a strong sense of personal and professional ethics; high degree of integrity
- Exceptional interpersonal skills; able to establish and earn the trust of those he/she is working with
- Outstanding communication skills, both written and oral; communicates with confidence, integrity, and professionalism to all levels of people
- Intuitive by nature; able to effectively assess personalities and situations
- Flexible, able to visualize more than one solution to a situation
- Exhibits extraordinary political acumen and sophistication
- Possesses exceptional organizational skills
- Creative problem solver; “outside the box” thinker in approaching employee relations issues
- Superior decision maker; takes risks courageously and judiciously
- Effective multi-tasker
- Calm under pressure, resilient and has a good sense of humor



COMPENSATION AND BENEFITS

Salary

The salary range for this position has not yet been established, but is expected to be in the \$70,000's. Actual salary will be based on the qualifications of the successful candidate.

The County also offers an attractive benefit program, which includes the following:

Retirement

- Participation in the PERS program 2% @ 55 (single highest year). County pays employee's contribution

Leave Program

- Vacation based on years of service beginning at 14 days per year
- Sick leave of 12 days per year
- 11 paid holidays per year
- Administrative Leave – seven days per year

Insurance

- Participation in the County sponsored Health Plan under PERS, which includes a choice between three medical plans as well as dental and vision insurance
- Life insurance of \$25,000

Additional Benefits

- Optional supplemental life insurance; accidental death and dismemberment insurance
- Participation in County's 125 Cafeteria Plans; Deferred Comp (457) Plans; Short/Long-term Disability Programs



APPLICATION AND SELECTION PROCEDURE

This position is open until filled. To be considered for this excellent career opportunity, submit a Butte County application (available at <http://www.buttecounty.net/personnel/forms/App6-04.doc>), cover letter with current salary, resume, and three work-related references to:



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Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. CSAC HR Advisory Services will report the results to the County. The County will then select candidates to be invited to participate in interviews in Butte County (Oroville). An offer of appointment is expected following extensive reference and background checks and a final interview. For additional information about this excellent opportunity, please contact Stuart Satow.

Visit the Butte County website at:
www.buttecounty.net